

DELAWARE DEPARTMENT OF JUSTICE

Casual/Seasonal JOB OPENING

Opening Date: October 16, 2017

Closing Date: October 23, 2017

DEPUTY ATTORNEY GENERAL

Family Division, Child Support Unit

New Castle County

This is a Casual/Seasonal position (in order to be in compliance with the Delaware code and provisions of The Affordable Care Act; work hours are to be less than 30 hours per week, or less than 130 hours per month, on average over the course of a fiscal year; July 1 to June 30). This is a position without healthcare benefits. Salary will be commensurate with experience.

Description of Duties:

We are seeking a Deputy Attorney General for the Child Support Enforcement Unit, within the Family Division in the New Castle County Office. The primary responsibility for the Deputy Attorney General in this Unit is to represent the Division of Child Support Enforcement in achieving the agency objectives of establishing paternity, establishing and enforcing orders for support, the aggressive collection of support arrears and providing general guidance and assistance to the IV-D case specialist with case processing.

Historically, this position is an entry-level position. Related experience in Family Court is not necessary but may be beneficial. The Deputy Attorney General should be able to work independently, meet deadlines and have excellent verbal and written communication skills. This position has a high volume caseload with daily litigation and appellate opportunities.

Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the Director of Human Resources.

External Applicants: In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link):

<http://attorneygeneral.delaware.gov/executive/hr/job-application/>

OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6th Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@state.de.us OR Fax to: 302-577-5866. EOE.